

DOCUMENTS CROSS-REFERENCED

ATTACHED:

DDA 84-2661/22

ER 84-9471

ER 84-2502/A2

~~ER 84-2502/A2~~

ICS 83-7142

NIGSO 83-1181 A

DDA 84-2661/12

ER 84-10429 +11+2

DDA 84-2661/27

Central Intelligence Agency



Washington, D.C. 20505

31 DEC 1984

ER 84-10429/2

The Honorable Edward P. Boland
Chairman
Permanent Select Committee on Intelligence
House of Representatives
Washington, D.C. 20515

Dear Mr. Chairman:

As required by the Federal Managers' Financial Integrity Act of 1982 (P.L. 97-255), this is my report to you on the systems of internal accounting and administrative controls of the Central Intelligence Agency (CIA), the Intelligence Community Staff (ICS), and the National Intelligence Emergency Support Office (NIESO) in effect for Fiscal Year 1984.

An evaluation of these systems was performed in reasonable accordance with the guidelines issued by the Office of Management and Budget. To the best of my knowledge, the results of the evaluation and findings of the inspections and audits of the Office of the Inspector General together with the written certifications of responsible senior officials, provide reasonable assurance that, with one exception, Agency internal controls achieved the objectives of the Financial Integrity Act. The single material weakness surfaced during the period concerned the Psychological Operations Manual in the Central America Area. This incident, which was previously reported to you, has been thoroughly investigated and corrective action taken to prevent such a failure of internal controls in the future.

I further report to you that, to the best of my knowledge based upon the above evaluation and the written assurances of responsible senior officials, the accounting system of the Agency, which also supports ICS and NIESO, substantially conforms with the principles, standards, and requirements prescribed by the Comptroller General.

Statements similar to this one are being provided to the President and the Chairman of the Senate Select Committee on Intelligence.

Sincerely,

/s/ John N. McMahon

William J. Casey
Director of Central Intelligence

A

L-100

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Central Intelligence Agency



Washington, D.C. 20505

31 DEC 1984

ER 84-10429/1

The Honorable Barry M. Goldwater
Chairman
Select Committee on Intelligence
United States Senate
Washington, D.C. 20510

Dear Mr. Chairman:

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Sincerely,

/S/ John N. McMahon

A

William J. Casey
Director of Central Intelligence

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Central Intelligence Agency



Washington, D.C. 20505

31 DEC 1984

The President
The White House
Washington, D.C. 20500

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Statements similar to this one are being provided to the Chairmen of the House Permanent Select Committee on Intelligence and the Senate Select Committee on Intelligence.

Respectfully yours,

/S/ John N. McMahon

A | William J. Casey
Director of Central Intelligence

A circular stamp with the text "DCI EXEC REG" inside.

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S E C R E T

DD/A Registry

84-2661/27

28 DEC 1984

MEMORANDUM FOR: Director of Central Intelligence

THROUGH: Deputy Director of Central Intelligence
Executive Director

FROM: Harry E. Fitzwater
Deputy Director for Administration

SUBJECT: Fiscal Year 1984 Reports to the President and Congress under
the Financial Integrity Act

1. Attached, for your signature, are reports on the Agency systems of internal accounting and administrative controls in effect for Fiscal Year 1984. As required by the Federal Managers' Financial Integrity Act of 1982, these reports are for submission to the President and Congress by 31 December of each year.

2. The reports comply with the reporting requirements of the Act for both internal controls and the accounting system and reflect the past year operations of the Agency's control mechanisms as certified to by the Deputy Directors, Heads of Independent Offices, and the Director of Finance. The publishing of the Psychological Operations Manual in the Central America Area has been identified as a material weakness in our internal controls for the period involved with subsequent corrective action taken to prevent control failures of this kind in the future.

3. Attached are the fiscal year 1984 certifications from the Deputy Directors and Heads of Independent Offices.



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Harry E. Fitzwater

Attachments
As stated

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S E C R E T

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ADMINISTRATIVE - INTERNAL USE ONLY

84-859

DDA 84-2661/22

29 NOV
1984

MEMORANDUM FOR: Executive Director

VIA: Inspector General

FROM: Harry E. Fitzwater
Deputy Director for Administration

SUBJECT: Federal Manager's Integrity Act

REFERENCE:

1. To the best of my knowledge, the activities taking place during FY 1984 within my Directorate have been appropriately approved and carried out in accordance with law and Agency regulations. Obligations are valid and are supported in accordance with Agency regulations. Expenditures have been properly approved. Due care has been exercised to protect resources from misuse and misappropriation. Activities have been managed in an efficient and effective manner. Internal accounting and administrative controls are operational and effective.

2. A certifying statement from the Director of Finance regarding Agency revenues and expenditures applicable to operations for 1984 has already been forwarded to you as required by . Additionally, certified statements signed by each of the DA Office Directors attesting to the 1984 financial activities of their offices are on file in the DA registry section.


Harry E. FitzwaterORIG:DDA/PO:S. cm:29 Nov 84

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- 1 - IG
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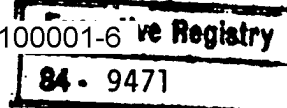


EXECUTIVE OFFICE OF THE PRESIDENT

OFFICE OF MANAGEMENT AND BUDGET

WASHINGTON, D.C. 20503

October 15, 1984

AM-ERF4-25021142
ICS89-7142
83-1181A
DDA 84-266112

STAT

M-85-5

MEMORANDUM FOR HEADS OF EXECUTIVE DEPARTMENTS AND AGENCIES

FROM: JOSEPH R. WRIGHT, JR.
DEPUTY DIRECTORSUBJECT: Second-Year Implementation of the Financial
Integrity Act

Attached is a summary of GAO expectations for second-year implementation of the Federal Managers Financial Integrity Act. The summary was prepared as guidance to the GAO staff for use in assessing the progress made by individual agencies. It was furnished to us by the Comptroller General.

As you know, OMB has been working closely with GAO to ensure early and full implementation of the Act. Our partnership with GAO has the objective of achieving fundamental changes in the way the government operates. We too have high expectations for real accomplishments in upgrading and strengthening systems of internal control and financial management. Under the Administration's Management Improvement Program: Reform '88, this effort coupled with numerous other broad-based management reforms is expected to result in a modernized, efficient government that operates in a business-like manner.

Your continued full support of the efforts in your agency to meet the expectations described in the attached summary is needed to ensure that the management reform objectives are realized at the earliest possible time.

Attachment



L-100

GAO Expectations for Agencies'
Implementation of the Federal Managers'
Financial Integrity Act - Year 2

The first year's implementation of the Federal Managers' Financial Integrity Act has been characterized as a learning experience--from not only the perspective of the federal agencies, but also GAO as well. The process steps required by the legislation, let alone the results that could be expected, were new to many.

For the second year, GAO expects considerably more progress, and we have specified a set of expectations as to what each federal agency should reasonably be able to accomplish as a basis for the assurances supporting their required second year reporting. These second-year expectations are based on what we have learned as a result of our prior experience with internal control and accounting systems in the federal government, our evaluation of the first year's implementation of the act, and specific "baseline" information we developed on each of the 22 agencies during the first year review. They reflect GAO's view that the problems that gave rise to this legislation will not be solved overnight, and therefore we cannot realistically expect full implementation this year. On the other hand, these expectations also reflect our view that it is reasonable for agencies, as a basis for their second year reporting, to begin to demonstrate that effective systems are in place and working, or that significant, cost beneficial improvements in internal controls and accounting systems are being made as a result of this legislation.

GAO's expectations for agencies' second year efforts to implement the act are divided into two groups; one for the act's section 2 requirements (internal controls), and one for the act's section 4 requirements (accounting systems). Annual statements are required for each of these two sections. In addition, while federal agencies have had OMB's final guidelines to direct their required section 2 evaluations since December 1982, the OMB guidance to date concerning their section 4 efforts consists of the OMB September 1983 draft guidelines and several meetings to describe its expectations.

The GAO expectations should be used as "benchmarks" against which to measure agency progress at the end of the second year. The expectations should not be viewed as hard and fast standards. Rather, when evaluating an agency's second year performance, they should be used, along with the progress and problems encountered during the first year, to judge the "reasonableness" of agency progress. Thus, an agency whose performance fails to meet these benchmarks may still be judged to be "reasonable" based on that agency's first year problems or other extenuating circumstances.

Section 4 Expectations

GAO expects that as a basis for their second annual statement required by section 4 of the act, agencies should have:

1. Developed and validated a complete inventory of accounting systems.
2. Documented their overall accounting systems' structure.
3. Developed a reasonable approach to evaluating their accounting systems' conformance with principles, standards, and related requirements (including appropriate testing of system operation).
4. Evaluated their accounting systems' compliance with GAO's principles, standards and related requirements, or at least demonstrated meaningful progress in evaluating their major systems.
5. Made a concerted effort to identify significant instances of noncompliance, or determined that their accounting systems comply, as a result of accounting system evaluations conducted this year (not merely listing known instances of noncompliance identified in GAO or IG reports).
6. Substantially completed corrective actions for instances of noncompliance identified in the first year (i.e., demonstrated significant accounting system improvements). In the event that corrective actions are of a long term nature, initiated major systems upgrade projects that are likely to correct identified problems.
7. Developed reasonable short-term and long-term plans to bring any instances of significant accounting system noncompliance into conformance with requirements.

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Central Intelligence Agency



Washington, D.C. 20505

DD/A Registry

84-2661/2

14 SEP 1984

The Honorable Jack Brooks
Chairman
Committee on Government Operations
House of Representatives
Washington, D.C. 20515

Dear Mr. Chairman:

This responds to your request for actions taken or planned by the Central Intelligence Agency regarding your Committee's report on the first year implementation of the Federal Managers' Financial Integrity Act (the Act).

Senior Agency officials have long recognized that the nature of the Agency's mission and the special trust implicit in the grant of unique authorities requires the establishment of strong internal accounting and administrative control systems. Since the Act became law in September of 1982, the Agency has reinforced those systems with the issuance of an "Internal Accounting and Administrative Control Directive." This Directive implements the provisions of the Act and complies with Government Accounting Office standards and Office of Management and Budget guidelines. At this time, the Agency has effected the seven step process for evaluating and reporting on internal control systems. We have evaluated the Agency Accounting System and can affirm that Comptroller General principles, standards, and related requirements for accounting systems have been and will continue to be used as the guidelines against which the system has been developed and is being maintained.

The Committee Report states that a management deficiency should be a material weakness for reporting under the Act if it could impair fulfillment of an agency's mission, deprive the public of needed government services, violate statutory or regulatory requirements, or result in conflict of interest. I agree with that concept. My 1983 report to the President and the Chairmen of the House Permanent Select Committee on Intelligence and the Senate Select Committee on Intelligence did not identify any material weakness. There were none to report. My certification to this effect was based upon the results of an ongoing evaluation, review, and reporting process which enabled me to conclude that the Agency had achieved the optimum accountability possible, within the bounds of practicality, over its total operations.

The Central Intelligence Agency is fully dedicated to the prevention of fraud, waste, and abuse. Our efforts to that end will continue unabated and the status of our internal control and accounting systems will be reported annually to the House Permanent Select Committee on Intelligence and the Senate Select Committee on Intelligence.

Sincerely,

/s/ William J. Casey

William J. Casey
Director of Central Intelligence

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BEN ERDREICH, ALA.
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NINETY-EIGHTH CONGRESS

Congress of the United States

House of Representatives

COMMITTEE ON GOVERNMENT OPERATIONS

2157 RAYBURN HOUSE OFFICE BUILDING

WASHINGTON, D.C. 20515

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MAJORITY—225-5051
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August 7, 1984

Executive Registry

84-2502/3

Received 14 Aug

AH. ER84-2502+11+2
ICS83-7142
NFE5083-1181/A

Honorable William J. Casey
Director
Central Intelligence Agency
Washington, D.C. 20505

Dear Mr. Casey:

Enclosed is a copy of the report approved by the Committee on Government Operations entitled "First-Year Implementation of the Federal Managers' Financial Integrity Act."

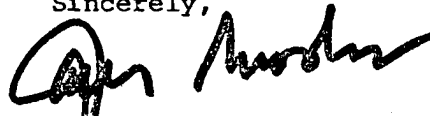
The report is a result of the Legislation and National Security Subcommittee's review and May 22, 1984 hearing concerning the Federal government's efforts to implement the Act. It provides the Committee's views regarding Federal agencies' progress made and problems encountered during the first year. Also discussed are potential obstacles to the Act's full implementation.

The report contains recommendations requiring action by your agency to help assure that the Act is fully implemented so that the maximum possible improvement in the management of Federal programs and operations can be achieved. Agency heads are required to take actions to assure that all programs and functions are covered, assure that all material weaknesses are properly recorded and reported, complete the evaluation process, and correct internal control and accounting system weaknesses.

I would appreciate your advising the Committee within 30 days as to the actions you have taken or plan to take in response to the report's recommendations. Additional copies of the report are available if you desire to distribute the Committee's views to managers throughout your agency.

With best wishes, I am

Sincerely,



JACK BROOKS
Chairman

Enclosure

L-100

Union Calendar No. 536

98th Congress, 2d Session - - - - - House Report 98-937

**FIRST-YEAR IMPLEMENTATION OF THE FEDERAL
MANAGERS' FINANCIAL INTEGRITY ACT**

FORTY-THIRD REPORT

BY THE

**COMMITTEE ON GOVERNMENT
OPERATIONS**



AUGUST 2, 1984.—Committed to the Committee of the Whole House on the
State of the Union and ordered to be printed

U.S. GOVERNMENT PRINTING OFFICE

WASHINGTON : 1984

34-995 O

Washington, D.C. 20505

Executive Registry

84 - 2502/2

AH-ICS 83-M142
NIESO 83-1181/A

7 JUN 1984

The Honorable Barry M. Goldwater
Chairman
Select Committee on Intelligence
United States Senate
Washington, D.C. 20510

Dear Mr. Chairman:

On 30 December 1983, I submitted my first report to you as required by the Financial Integrity Act of 1982 (P.L. 97-255) concerning internal accounting and administrative controls of the Central Intelligence Agency (CIA), the Intelligence Community Staff (ICS), and the National Intelligence Emergency Support Office (NIESO), all of which are my responsibility as Director of Central Intelligence.

As I reported at that time, the Agency has a vigorous program for ongoing evaluation of the systems of internal accounting and administrative control of these organizations and that program was in effect for Fiscal Year 1983. The evaluation program complies with the standards issued by the Comptroller General and reasonably conforms to the guidelines issued by the Office of Management and Budget concerning internal controls. The Agency's program consists of command line responsibilities for adherence to Agency regulations supported by the independent review of the Inspector General through his inspectors and auditors. The Office of the Inspector General conducted rigorous inspections of specific Agency elements and completed audits of approximately 30 percent of the elements under my command during FY 1983.

In my report, I stated that "the systems of internal accounting and administrative control of the CIA, ICS, and NIESO in effect during Fiscal Year 1983, taken as a whole, comply with the requirement to provide reasonable assurance that the objectives of the Federal Managers' Financial Integrity Act were achieved."

I believe that my report of 30 December complies with the reporting requirements of the Act regarding both internal controls and the accounting system. Representatives of the



Office of Management and Budget have since indicated that they prefer a separate report concerning the accounting system. Therefore, I am further reporting to you that, to the best of my knowledge based upon the evaluations described above and the written assurances of the senior officials of the organizations for which I am responsible, the accounting system of the Agency substantially conforms with the principles, standards, and requirements prescribed by the Comptroller General.

Statements similar to this one are being provided to the President and the Chairman of the House Permanent Select Committee on Intelligence. I am of course available to discuss any aspect of this report and the activities it covers at your request.

Sincerely,

/s/ William J. Casey

William J. Casey
Director of Central Intelligence

The Director of Central Intelligence

Washington, D.C. 20505

Executive Registry

84 - 2502/1

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Permanent Select Committee on Intelligence
House of Representatives
Washington, D.C. 20515

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Sincerely,

/s/ William J. Casey

William J. Casey
Director of Central Intelligence

The Director of Central Intelligence

Washington, D.C. 20505

Executive Registry

84 - 2502

7 JUN 1984

The President
The White House
Washington, D.C. 20500

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Statements similar to this one are being provided to the Chairmen of the House Permanent Select Committee on Intelligence and the Senate Select Committee on Intelligence.

Respectfully yours,

/s/ William J. Casey

William J. Casey
Director of Central Intelligence

Distribution (Including HPSCI & SSCI)

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DCI/ICS 83-7142
19 December 1983

MEMORANDUM FOR: Director of Central Intelligence

VIA: Deputy Director of Central Intelligence
Inspector General, Central Intelligence Agency

FROM: [REDACTED]
Director, Intelligence Community Staff

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SUBJECT: Federal Managers' Integrity Act of 1982
(PL 97-255 Dated 8 September 1982) and [REDACTED]

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In accordance with the Federal Managers' Integrity Act of 1982 and [REDACTED] I have reviewed the internal accounting and administrative controls for the Intelligence Community (IC) Staff for the fiscal year ended 30 September 1983. Within the IC Staff I have limited delegations of authority to manage resources to the highest practicable level, which I believe strengthens the internal control system of checks and balances in assuring sound management of Staff resources. I believe the IC Staff to be in reasonable compliance with the standards prescribed by the Comptroller General for accounting, auditing, and internal accounting and administrative control systems. To the best of my knowledge, the activities taking place during FY 1983 within the IC Staff have been appropriately approved and carried out in accordance with law and Agency regulations. Obligations are valid and are supported in accordance with Agency regulations. Expenditures have been properly approved. Due care has been exercised to protect resources from misuse and misappropriation. Activities have been managed in an efficient and effective manner, and the internal accounting and administrative controls are operational and effective.

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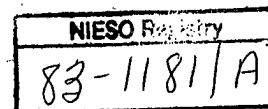
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Vice Admiral, USN

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13 December 1983

MEMORANDUM FOR: Deputy Director of Central Intelligence

VIA: Inspector General

FROM:

[Redacted]

25X1

Director, National Intelligence Emergency
Support Office

SUBJECT: Federal Manager's Financial Integrity Act
Annual Certification

25X1 REFERENCE:

[Redacted]

25X1 Below is my certification in accordance with Headquarters

[Redacted]

"To the best of my knowledge, the activities taking place during FY 1983 within the National Intelligence Emergency Support Office have been appropriately approved and carried out in accordance with law and Agency regulations. Obligations are valid and are supported in accordance with Agency regulations. Expenditures have been properly approved. Due care has been exercised to protect resources from misuse and misappropriation. Activities have been managed in an efficient and effective manner. Internal accounting and administrative controls are operational and effective."

[Redacted]

25X1



SECRET

[Redacted]

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